



## NEW HAMPSHIRE DIVISION OF HISTORICAL RESOURCES

State of New Hampshire, Department of Cultural Resources  
19 Pillsbury Street, 2<sup>nd</sup> Floor, Concord NH 03301  
[preservation@dcr.nh.gov](mailto:preservation@dcr.nh.gov)

603-271-3483  
FAX 603-271-3433  
<http://www.nh.gov/nhdhr>

# Architectural Survey in New Hampshire

## Introduction to Architectural Survey in NH

A survey form is used to record and understand the appearance, history, and significance of a building, structure, site, object, district, or area prior to listing on the State or National Registers of Historic Places, for a historic resources survey or planning project, or for review and compliance purposes. Different forms may be completed, depending on the purpose of the project and the type of resource involved. Please feel free to call the New Hampshire Division of Historical Resources (NHDHR) if you have any questions as to what parts of the form to complete. The forms and direction manuals are available on NHDHR's web site, at <http://www.nh.gov/nhdhr/programs/survey.htm>, or by e-mailing a request to [preservation@dcr.nh.gov](mailto:preservation@dcr.nh.gov).

An individual inventory form is completed for a single property, even if more than one building exists on the site (e.g. house and barn). Larger and more complicated properties or survey project areas can be recorded on an area form.

## **Special Circumstances and Projects**

For some state programs that require historic preservation oversight, a preliminary review with minimal documentation may be appropriate. Please contact the state survey coordinator at 603-271-6435 to find out whether this is appropriate for your program.

**MINIMAL INFORMATION FORMS WILL NOT BE ACCEPTED WITHOUT PRIOR APPROVAL FROM NHDHR STAFF.**

*Stone culverts can be recorded on a separate form designed just for this resource type. Please contact the NHDHR if you would like to use this form to record stone culverts.*

*Barns may be recorded on the Farm Reconnaissance Form. This is available at [http://www.nh.gov/nhdhr/programs/barn\\_survey.html](http://www.nh.gov/nhdhr/programs/barn_survey.html) or by contacting the NHDHR. This form is not appropriate for properties needing a determination of eligibility.*

*Towns or organizations who would like to use volunteers for a survey project should contact NHDHR to discuss their project and options.*

## **Architectural Survey Policy**

One of the NHDHR's primary duties is to collect, organize, and make available the survey information collected over the years. Survey is an ongoing process of gathering information. Definitions of integrity and significance change, and the 50-year, National Park Service-suggested cut-off for "historic" properties is an ever-moving target. Due to this, prior survey information can be a valuable source of research material on a property but may contain outdated or inaccurate assessments of integrity and significance.

For Review and Compliance purposes, research provided in an architectural survey will be considered valid for 10 years. Additional photographs may be required if the property has sustained significant change since the previous survey. Potential district assessments made based on individual inventory forms are subject to change based on additional information by subsequent survey.

For State Register purposes, research, description, and photographic information provided in an inventory form, as well as the determinations of eligibility based on that information, will be considered valid for 3 years. If the property is listed at that time, the State Register listing remains in perpetuity. If an owner chooses not to list the property at the time it is determined eligible, the determination stands for only three years. After three years, additional photos and textual description (section #43) of any physical changes will need to be submitted for the property to be reconsidered for State Register listing.

### **Providing updated information**

If a property has been previously surveyed, new information may be submitted in briefer form, updating the existing information in the appropriate sections of the inventory form and submitting only those pages and sections needed to bring the information up to date. A new page 1 should be submitted for all updated forms.

If the update is to record a demolition of a property, please contact the NHDHR for the proper cover form.

### **Ownership and Rights to Forms**

All submitted forms become property of the NHDHR and the State of New Hampshire, and as such they are public documents. These forms are available to the general public for research purposes. The DHR is unable to enforce copyright protections in the public files.

## **Architectural Survey Forms and Manuals**

Individual Inventory Form

Individual Inventory Form Manual

Area Form

Area Form Manual (covers town-wide, historic district, and project area forms)

Survey Policy

State Register Contact Information Sheet

### **Appendices**

A. NHDHR Architectural Survey Photo Policy

B. Mapping Guidance

C. NHDHR Historic Context List

D. Research Sources for New Hampshire Historic Properties

E. "A Progression of Popular Domestic Architecture in New Hampshire"

All available for download at our website at <http://www.nh.gov/nhdhr/programs/survey.htm>